Session Equipment Return Record

Assign a return place and responsible checker, compare actual returns with the session's issue list, and hold unresolved or damaged equipment for the appropriate adult.

A truthful return check starts with the session's actual equipment.

Example: Ten numbered vests were issued and nine were observed in the return box. The adult records the missing number, a separate damaged vest, and the appropriate follow-up without blaming a player or marking the gear safe.

01 Record what was issued

A truthful return check starts with the session's actual equipment.

Session and equipment issued

Item identifiers or quantities

Approved return locations

Responsible collection adult

02 Assign the duty

Give athletes only the handling tasks the program approves.

Athlete collection assignments

Adult-only handling or storage tasks

Exact return instruction

Person consolidating the return count

Session Equipment Return Record / Review & follow-through

03 Verify actual returns

Record what you observed and keep uncertainty visible.

Items actually returned

Unexplained missing item or quantity

Reported damage or concern

Responsible inspection or follow-up adult

04 Hand over the result

Leave the next adult a usable status without certifying safety.

Final organizational count

Item held from routine issue

Unresolved follow-up and owner

Next session availability to confirm